

DOCTORS MEDICAL CENTER MANAGEMENT AUTHORITY

Doctors Medical Center Management Authority
Governing Board Meeting
Wednesday, February 25, 2009 – 3:00 pm
Doctors Medical Center - Auditorium
2000 Vale Road, San Pablo, CA 94806

Governing Board
Supervisor John Gioia, Chair
Sharon Drager, M.D.
Pat Godley
Supervisor Gayle B. Uilkema
Bill Walker, M.D.
Beverly Wallace
Eric Zell

AGENDA

1. Call to Order and Roll Call
2. Approve Minutes of Board Meeting of December 23, 2008
3. Public Comment
[At this time persons in the audience may speak on any items not on the Agenda which are within the jurisdiction of the Doctors Medical Center Management Authority.]
4. Election of Management Authority Board Officers
5. Presentation and Acceptance of the December 2008 and January 2009 Financial Statements
6. Approval of Resolution 2009-01 for the Authorization of New Signatories for Bank of America to Citbank, and Mechanics Bank.
7. Approval of Capital Expenditures
 - a. Laparoscopic Equipment Replacement

Approve and authorize the CFO, to execute on behalf of Doctors Medical Center, an agreement with CONMED ENDOSURGERY, to replace the current laparoscopic equipment, and acquire three (3) electrocautery units, including smoke evacuators, and two (2) sets of power instruments and attachments at a total cost of \$ 407,360.
 - b. Cancer Center Project Repairs & Upgrade

Approve and authorize the COO, to execute on behalf of Doctors Medical Center, repairs and upgrades to the Linear Accelerator located in the Cancer Center. This major repair & upgrade will be planned in advance, required 3 weeks downtime, and have minimal impact on services to our patients. The project will have a payback of less than one year at a total cost of \$568,260.

8. Approval of Professional Services Contract

a. Contract for Psychiatric Evaluation Services

Approve and authorize the COO to execute a contract on behalf of Doctors Medical Center with AkinDele Kolade, M.D. for Psychiatric evaluation Services. Such Services cost not to exceed \$20,000.

9. Reimbursement For Services

- a. Approve and authorize the CFO to reimburse Dr. Sato in the amount of \$15,189 for treatment of uninsured decubiti patients

10. Adjourn to Closed Session

Conference with Labor Negotiators (pursuant to Government Code Section 5497.6)
Agency Negotiators: Charm Patton, Vice President of Human Resources
Employee Organizations: United Healthcare Workers

“Conference with Legal Counsel: Pending Litigation pursuant to Government Code Section 54956.9(a) Pugh vs. Doctors Medical Center, Contra Costa Superior Court.”

Open Session

11. Announcement of Reportable Action(s) Taken During Closed Session, if Any

12. Adjournment

DOCTORS MEDICAL CENTER MANAGEMENT AUTHORITY

Doctors Medical Center Management Authority Governing Board Meeting

Tuesday, December 23, 2008 – 3:00 pm
Doctors Medical Center - Auditorium
2000 Vale Road, San Pablo, CA 94806

Governing Board
Supervisor John Gioia, Chair
Sharon Drager, M.D.
Pat Godley
Supervisor Gayle B. Uilkema
Bill Walker, M.D.
Beverly Wallace
Eric Zell

AGENDA

1. Call to Order and Roll Call – 3:08 p.m.

Voting Members: Supervisor John Gioia, Chair
Sharon Drager, M.D.
Pat Godley
Beverly Wallace
Bill Walker, M.D.
Eric Zell

Absent: Supervisor Gayle B. Uilkema

2. Approve Minutes of Board Meeting of November 25, 2008

The minutes of the November 25, 2008 Board meeting were approved unanimously, as presented.

3. Public Comment

[At this time persons in the audience may speak on any items not on the Agenda which are within the jurisdiction of the Doctors Medical Center Management Authority.]

There were no public comments.

4. Presentation and Acceptance of the November 2008 Financial Statement

James Boatman, acting Chief Financial Officer, reported that November 2008 EBIDA was a gain of \$268,000, the average length of stay increased / dropped to 4.75 days, the average daily census increased to 83, and FTEs per adjusted occupied bed, are lower by 5.41 than budget. He reported that cash balance is \$12,667,000 million and there are 34 days of cash on hand.

The November 2008 Financial Statements were approved unanimously, as presented.

5. Approval of Capital Expenditures

- a. Radiology Equipment Upgrade in Three (3) Treatment Rooms – Approve and authorize the Chief Financial Officer to execute on behalf of Doctors Medical Center, the purchase of equipment for three (3) radiology treatment rooms, the financing of the new

equipment, and the application for all related permits for construction in the amount not to exceed \$931,595.

In an effort to rebuild the infrastructure of the Doctors Medical Center Radiology Department, Management, in collaboration with DMC Radiologist, Dr. Evans, has developed a three-year staged strategic plan to bring the aged and very basic radiology structure current. Management and Dr. Evans agree that this first phase meets the need for upgraded equipment.

Board Members asked Management to make arrangements for Dr. Evans to attend a future Board meeting to explain the three-year strategic plan and the three phases of implementation.

Management received unanimous approval for Phase I of the Radiology Equipment Upgrade in the amount not to exceed \$931,595.

b. McKesson Upgrade – Approve and authorize the Chief Financial Officer to execute on behalf of Doctors Medical Center, the execution of a contract with McKesson for the implementation of the Unified Upgrade in the amount of \$346,983.

Management reported that the total cost includes \$292,289 for McKesson software, implementation and \$54,694 for hardware upgrades. Hardware costs include four application servers, memory upgrades, test servers, Windows Server 2003 upgrades and Microsoft SQL 2005 software.

Management received unanimous approval for the McKesson Upgrade in the amount of \$346,983.

c. Kronos Upgrade – Approve and authorize the Chief Financial Officer to execute on behalf of Doctors Medical Center, an upgrade of the current Kronos Timekeeping, Payroll and Human Resources systems from the current Version 5.2 to Version 6.1, in the amount of \$209,275.

Management reported that the upgrade will improve the overall payroll process and is necessary as the current version of the Kronos software is outdated and no longer supported by the software manufacturer. The upgrade will integrate with current nursing, general ledger, and decision support system software.

The upgrades are included in the approved budget as follows: Kronos One Staff Interface \$30,100, Kronos software upgrade \$175,000 including consulting services, and Kronos hardware upgrade \$4,075 for a total fiscal impact of \$209,175.

Management received unanimous approval for the Kronos Upgrade in the amount of \$209,175.

6. Approval of Human Resources Policies

a. Cell Phone Usage Policy

New policy establishing at-work cell phone usage guidelines for DMC employees.

Jeff Scafaro, Manager Labor Relations, presented the new Electronic Communications & Personal Phone Call Policy. The policy states that employees' personal electronic equipment may only be used in non-work areas, during non-work time. Jeff Scafaro, Labor Relations Manager, noted that there will be an in-service and employees will be asked to sign an acknowledgement form, which will be kept in the employee's HR file. It was also stated that the policy had been reviewed by legal council and all policy language met legal standards.

Richard Leung of the Public Employees Union, Local One, spoke on behalf of the Union stating the Meet & Confer legal process had not been completed. Mr. Scafaro indicated that, at the final Meet & Confer review meeting, the Meet & Confer legal process was deemed complete. However, Management did agree that there were some residual issues and questions not related to the substance of the policy which include the implementation process and length of grace period. Mr. Scafaro confirmed that the implementation process will include a staff in-service and generous grace period. Board Chairman, John Gioia, noted that passage of the policy today, will not impede the ongoing discussion of policy implementation and grace period.

A motion was made to accept the new Cell Phone Usage Policy. The motion was accepted and approved unanimously.

b. Attendance Policy

New policy establishing definitions and guidelines and discipline for tardiness and absenteeism will be introduced.

Mr. Scafaro presented the new Attendance Policy. This policy is currently being reviewed by Labor Relations in regard to the method of tracking attendance.

A motion was made to accept the Attendance Policy. The motion was accepted and approved unanimously.

7. Executive Search Update

- Appointment of Management Position – Vice President of Quality

Mr. Stewart reported on the recommendation of the interview process for the Vice President of Quality position. He announced he had found a candidate for the Vice President of Quality, a final candidate to complete his Executive Team. He detailed the credentials of Lea Woodrow including her experience in public and private hospitals, safety and management, performance improvement, transition planning, Joint

Commission survey, and legal and regulatory adherence. The two-day executive interview process was reiterated during which Ms. Woodrow met with appropriate department heads and an Appointment Committee consisting of members of the District and Management Authority Boards. The Appointment Committee included: Desmond Carson, MD, Supervisor John Gioia, Pat Godley, and Eric Zell.

Dr. Sharon Drager, MD, noted that the Medical Staff welcomes a qualified, Senior Quality person. Eric Zell congratulated Mr. Stewart on the recruiting of some very exceptional candidates.

A motion was made to accept the appointment of Lea Woodrow to the position of Vice President of Quality. The motion was accepted and approved unanimously.

8. Approval of Professional Services Contracts

- a. Approval/ratification of Wellspring contract extension to provide on-going executive support services for Chief Operating Officer through January 31, 2009 in the amount \$45,000.

Management requested Board approval for the ratification of a Wellspring contract extension to provide on-going executive, interim Chief Operating Officer support services through January 31, 2009.

Management received unanimous approval to ratify the Wellspring contract extension to provide on-going executive, interim Chief Operating Officer support services through January 31, 2009 in the amount of \$45,000.

9. Adjourn to Closed Session

Conference with Labor Negotiators (pursuant to Government Code Section 5497.6)
Agency Negotiators: Jeff Scafaro
Employee Organizations: United Healthcare Workers

Open Session

10. Announcement of Reportable Action(s) Taken During Closed Session, if Any

11. Adjournment – The meeting adjourned at 4:45 p.m.

December 31, 2008
(Amounts in Thousands)

Profitability Ratios:

**WEST CONTRA COSTA HEALTHCARE DISTRICT
DOCTORS MEDICAL CENTER
PRELIMINARY UNAUDITED INCOME STATEMENT**

December 31, 2008

(Amounts in Thousands)

CURRENT PERIOD				PRIOR YEAR	
ACTUAL	BUDGET	VAR	VAR %	ACTUAL	
1.3%	-4.3%			4,065.9%	
3.8%	1.3%			3,369.2%	
1,896	1,801	(95)	-5.3%	1,888	
65.9%	68.2%			63.7%	
2,880	2,642	(237)	-9.0%	2,963	
40,808	35,998	4,810	13.4%	33,847	
18,195	19,051	(856)	-4.5%	16,438	
59,003	55,049	3,954	7.2%	50,285	
Payor Mix (IP and OP)					
38%	42%	4%		44%	
14%	13%	-1%		14%	
16%	17%	1%		13%	
11%	10%	-1%		9%	
6%	5%	-1%		5%	
0%	0%	0%		0%	
1%	1%	0%		2%	
5%	5%	-1%		4%	
7%	6%	-1%		9%	
STATISTICS					
544	501	43	8.6%	519	
545	494	51	10.3%	514	
2,753	2,450	303	12.4%	2,425	
88.8	79.0	9.8	12.4%	78.2	
5.05	4.96	0.09	1.8%	4.72	
31	31			31	
797	755	42	5.5%	764	
3,980	3,747	234	6.2%	3,603	
128	121	8	6.2%	116	
98	89	9	10.1%	87	
102	124	(22)	-17.7%	126	

CURRENT YTD				PRIOR YEAR	
ACTUAL	BUDGET	VAR	VAR %	ACTUAL	
-2.1%	-4.6%			-17.2%	
10.1%	0.7%			-9.2%	
1,905	1,745	(160)	-9.2%	1,932	
66.1%	67.2%			67.7%	
2,881	2,599	(282)	-10.8%	2,854	
459,868	433,107	26,761	6.2%	432,589	
219,854	228,824	(8,771)	-3.8%	221,220	
679,722	661,731	17,991	2.7%	653,809	
Medicare %					
40%	42%	2%		42%	
15%	13%	-1%		14%	
15%	17%	2%		15%	
10%	10%	0%		9%	
6%	5%	0%		5%	
0%	0%	0%		0%	
2%	1%	0%		2%	
6%	5%	-1%		4%	
6%	6%	0%		8%	
Admissions					
6,413	5,784	629	10.9%	5,884	
6,381	5,777	604	10.5%	5,869	
30,953	30,354	599	2.0%	30,087	
84.6	82.9	1.6	2.0%	82.4	
4.85	5.25	(0.40)	-7.7%	5.13	
366	366			365	
Adjusted Discharges (AD)					
9,381	8,827	555	6.3%	8,870	
45,854	46,377	(523)	-1.1%	45,473	
125	127	-1	-1.1%	125	
Inpatient Surgeries					
1,211	1,430	(219)	-15.3%	1,396	
1,228	1,609	(381)	-23.7%	1,690	

December 31, 2008
(Amounts in Thousands)[illegible]

WEST CONTRA COSTA HEALTHCARE DISTRICT
DOCTORS MEDICAL CENTER
PRELIMINARY UNAUDITED BALANCE SHEET
December 31, 2008
(Amounts in \$1,000)

	Current Month	Dec. 31, 2007		Current Month	Dec. 31, 2007
ASSETS			LIABILITIES		
Cash	9,162	5,227	Current Portion of LT Debt	2,972	3,419
Assets With Limited Use	11,532	12,634	Accounts Payable	8,692	8,848
Net Patient Accounts Receivable	7,907	13,316	Accrued Payroll	2,105	1,858
Inventory	2,286	2,362	Accrued Vacation	2,384	2,035
Prepaid Expenses	6,911	7,367	Other Payroll Liabilities	5,475	4,533
Intangible Assets	627	669	Other Current Liabilities	1,892	6,304
TOTAL CURRENT ASSETS	38,425	41,575	Total Current Liabilities	23,520	26,997
Property Plant & Equipment			Other Liabilities		
Land	12,090	12,091	Other Deferred Liabilities	11,097	16,065
Bldg/Leasehold Improvements	33,304	33,073	Chapter 9 Bankruptcy	8,429	16,470
Capital Leases	10,709	10,704			
Equipment	30,520	30,299	Long Term Debt		
CIP	732	951	Notes Payable - Secured	28,301	30,111
Total Property, Plant & Equipment	87,355	87,118	Capital Leases	42	93
Accumulated Depreciation	-44,398	-42,542	Less Current Portion LTD	-2,972	-3,419
Net Property, Plant & Equipment	42,957	44,576	Total Long Term Debt	25,371	26,785
			Total Liabilities	68,417	86,317
			EQUITY		
			Retained Earnings	-166	10,327
			Year to Date Profit / (Loss)	13,131	-10,493
			Total Equity	12,965	-166
Total Assets	81,382	86,151	Total Liabilities & Equity	81,382	86,151
Current Ratio (CA/CL)	1.63	1.54			

Doctors Medical Center – San Pablo
Finance Report
December 2008

Financial Performance: (Amounts in \$1,000)

	December 2008	December 2008 Budget	Year to Date Actual	Year to date Budget
Net Operating Revenue	11,612	9,780	129,433	118,742
Total Operating Expenses	11,462	9,900	132,097	120,535
EBIDA	150	-120	-2,664	-1,793
Net Income / (Loss)	438	131	13,131	830

Statistics:

	December 2008	December 2008 Budget	Year to Date Actual	Year to Date Budget
Admissions	544	501	6,413	5,784
Average Daily Census	89	79	85	83
Average Length of Stay	5.05	4.96	4.85	5.25
ED Visits	3,235	3,491	39,675	40,690
IP Surgeries	98	89	1,211	1,430
OP Surgeries	102	124	1,228	1,609
Paid FTE's	667	626	647	624
Productive FTE's	521	531	562	530

The census in December was 12.4% over budget with discharges over budget by 10.3%. The EBIDA (Earning Before Interest, Depreciation, and Amortization) income of \$150,000 was greater than the budgeted EBIDA loss of \$120,000. Net operating income produced a positive net income of \$438,000 in December versus a budgeted net income of \$131,000. Below is a detailed breakout of the month by revenues and expenses.

Revenue:

Collectible Patient Revenue per adjusted patient day in December was \$3,461 and is greater than the budgeted \$2,307. The inpatient volume and related rates per payer accounted for the total increase in net patient revenue of \$1,902,000. The inpatient volume increase was across all payers sources in December. Out patient services were under budget for the month as the effect of the December holiday was greater than budgeted.

The admission volume was over budget from the expected 501 admits to 544 in December. Discharges were also over budget by 51 in the month of December. The average daily census was 9.8 patients higher than expected as the average census was 88.8. The budgeted ALOS for the month was 4.96 and actual was 5.05.

Inpatient and outpatient surgical volume was under budget 6.1% with all the variance in outpatient surgeries. Emergency Room visits were 7.3% under budget in December. Emergency room admissions accounted for 88.8% of our total admissions.

Expenses:

Salaries and wages were over budget in December by 11.3% while average daily census was over budget by 12.4%. The paid FTE's were over budget with 667 paid FTE's in December (including 29.1 contract FTE's). Productive FTE's were under budget as we had 521 productive FTE's in December. Productive FTE's per AOB (Adjusted Occupied Bed) were under budget in December with 4.06 FTE's per AOB compared to the budgeted 4.39 FTE's per AOB. The salary variance is directly related to the increase in the census. The departments that were over budget in December were both the nursing units and departments that serve the patient on the floors. Employee benefits were over budget in December. The Benefit variance is related to both the increase in payroll related costs \$45,000, Workers Compensation increase over budget by \$87,000 with the balance due to an increase in health costs.

Professional fees were over budget by \$279, 0000. The majority of the overage is for the cost the Sodexo contract and unbudgeted costs for interim directors with part of the overage \$99,000 due to the Hospitalist contract. The medical supplies used in the hospital were over budget \$245,000 in the month of December. The increase inpatient volume accounted for approximately \$148,000 of the variance with the balance of the variance (\$97,000) related to yearend inventory true ups. The overages in all other categories were due to timing issues as we were well under budget year to date.

Balance Sheet

	December 2008	November 2008
Total Cash & Cash Equivalents	\$20,694,000	\$11,434,000
Net Accounts Receivable	\$7,907,000	\$8,519,000
Accounts Payable	\$8,692,000	\$10,440,000

Day's cash on hand was 36 days at the end of December, compared to the 18 days at the end of November. .

Doctors Medical Center

December 2008

West Contra Costa Healthcare
District Board & Doctors Medical
Center Management Authority, JPA

February 25, 2009

Doctors Medical Center

Financial Statement

December 2008

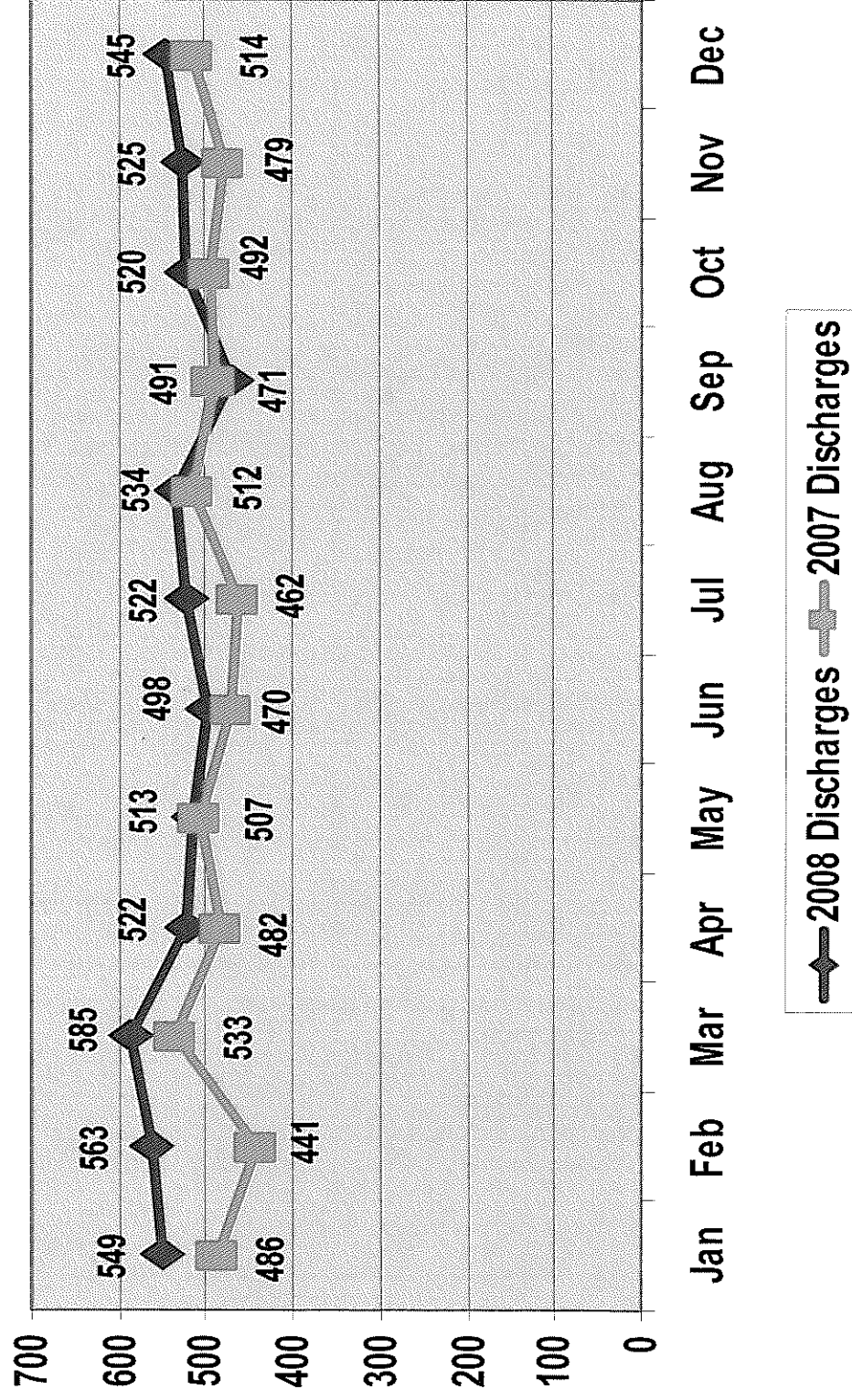
(Amounts in \$1,000)

Budgeted Net Income	131
----------------------------	------------

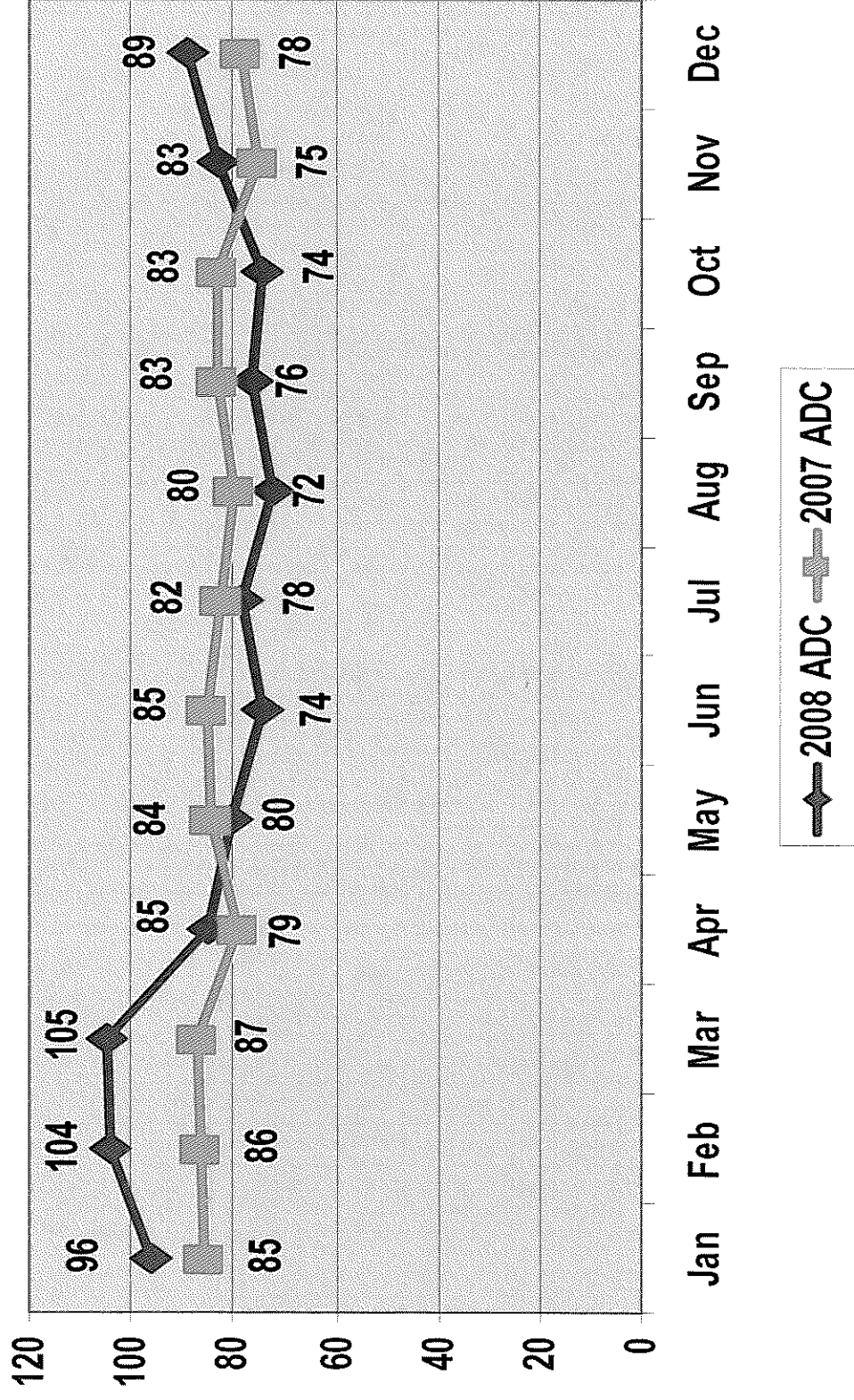
Variances From Budget

Net Patient Revenue	1,902
Salaries & Wages	-526
Benefits	-274
Professional Fees	-279
Supplies	-284
Other	<u>-232</u>
Net Income December	438

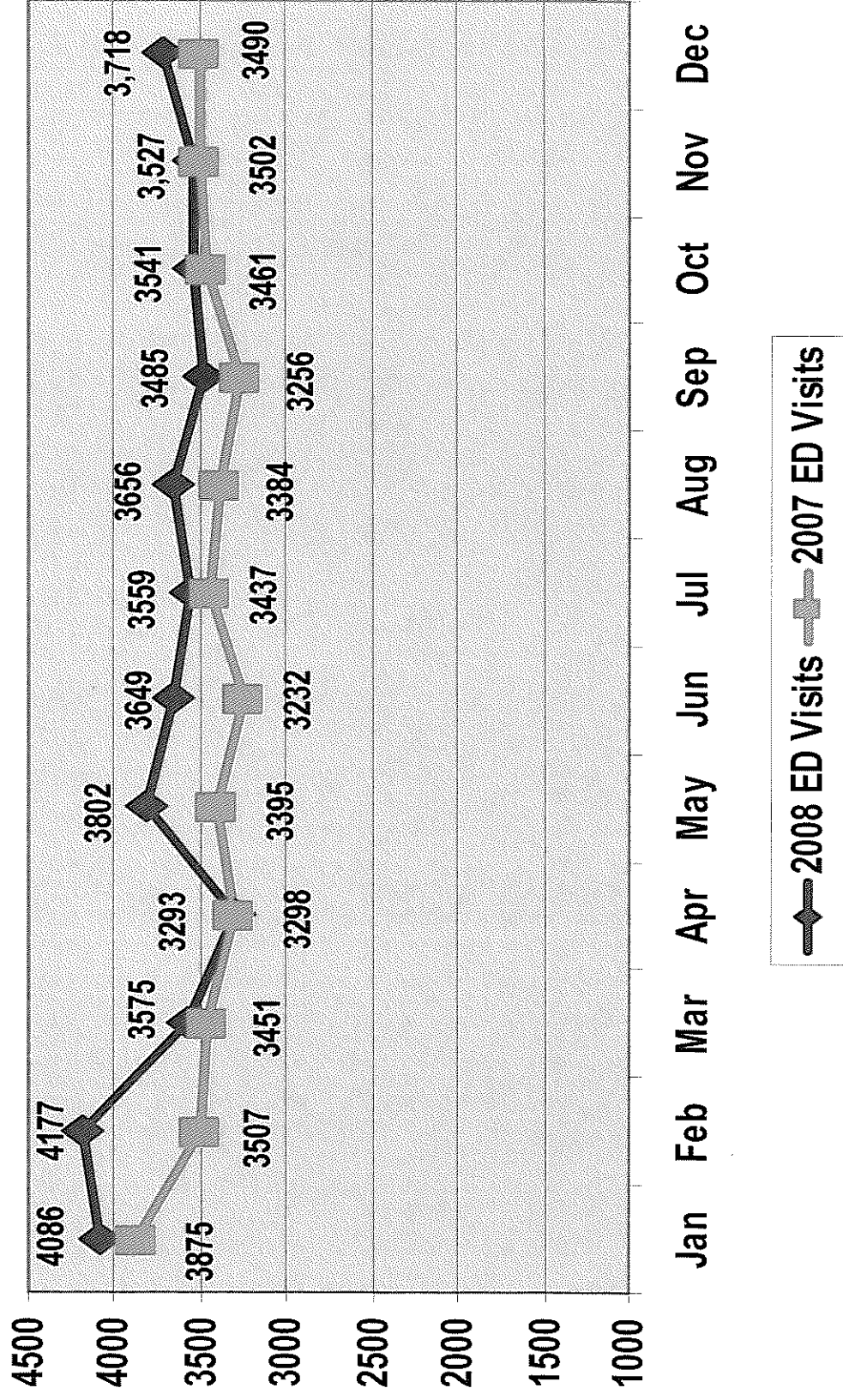
Monthly Discharges



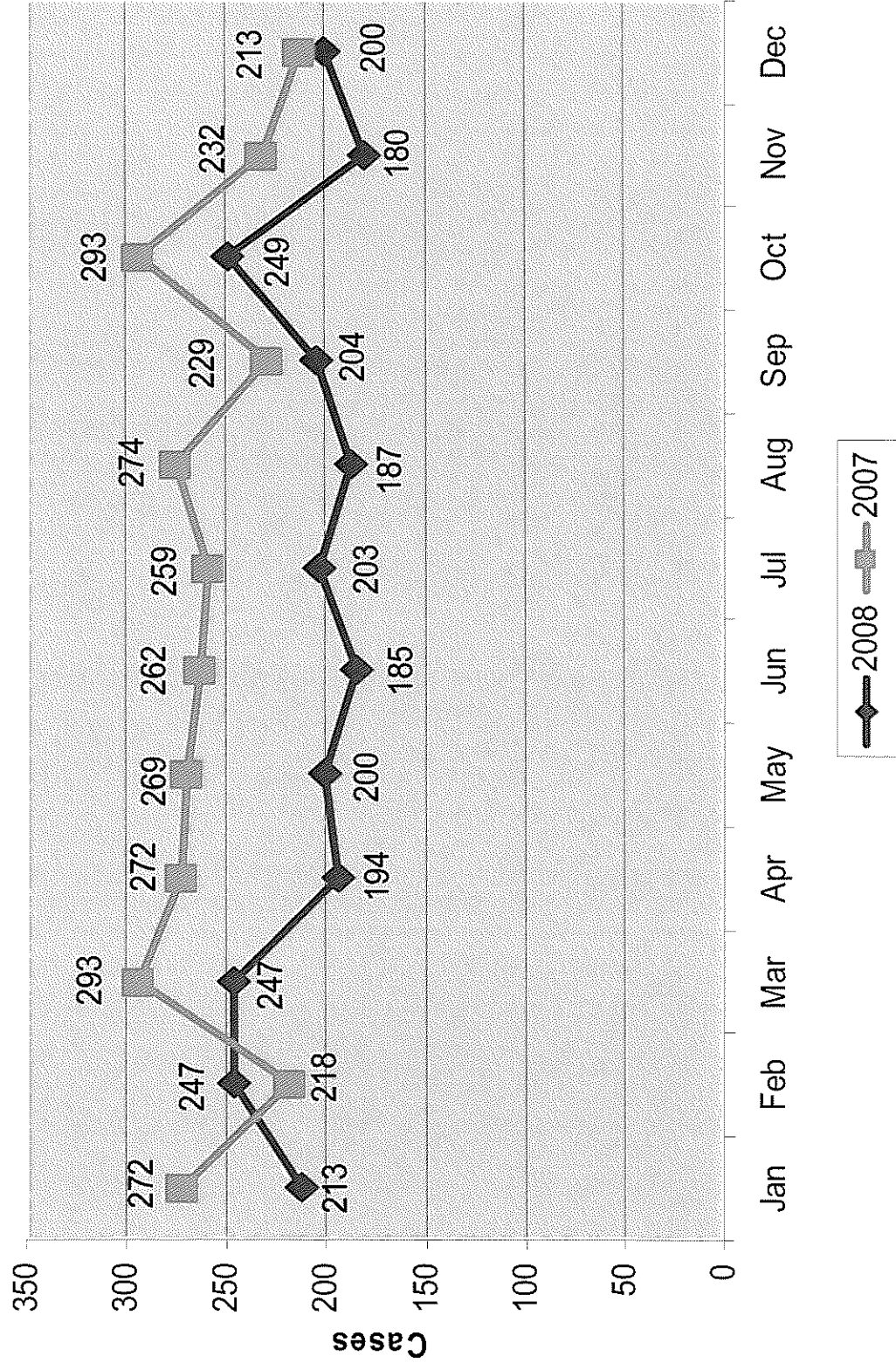
Monthly ADC



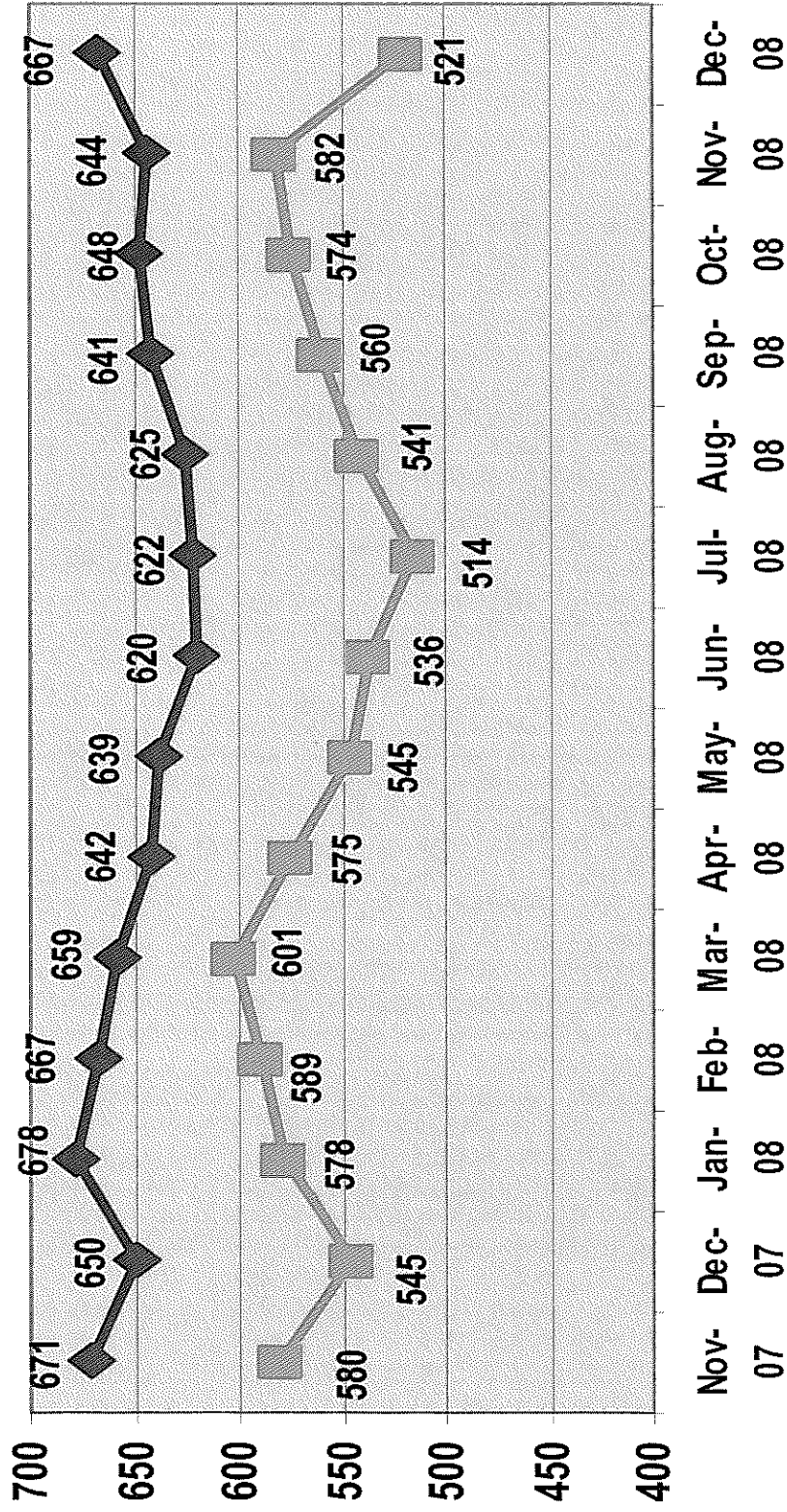
Monthly Emergency Department Visits



Surgery Cases

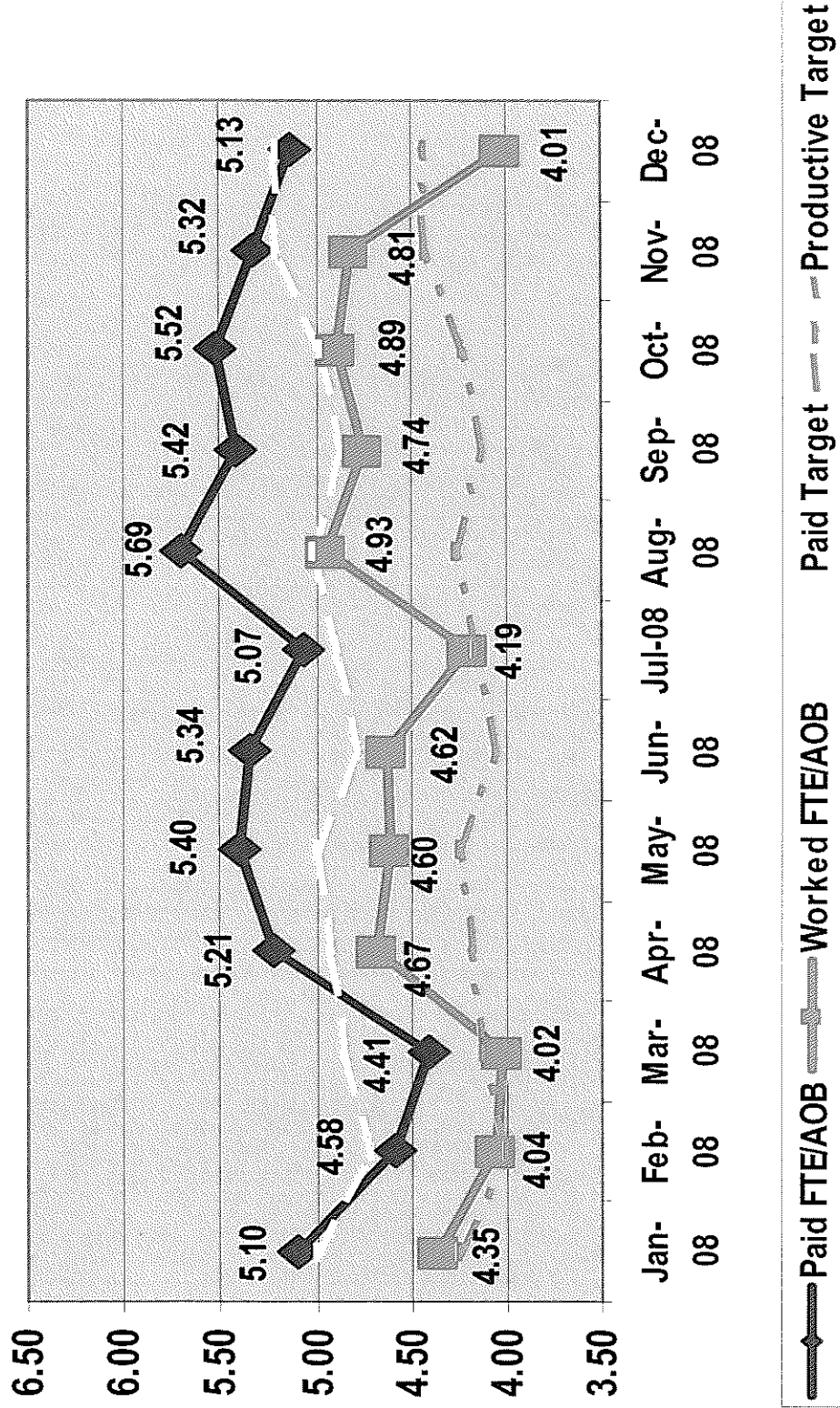


Monthly FTE's



◆ Paid FTE's ■ Worked FTE's

Monthly FTE / AOB



**WEST CONTRA COSTA HEALTHCARE DISTRICT
DOCTORS MEDICAL CENTER**

INCOME STATEMENT

January 31, 2009

(Amounts in Thousands)

	CURRENT PERIOD			PRIOR YEAR		
	ACTUAL	BUDGET	VAR	VAR %	ACTUAL	ACTUAL
Operating Revenue						
Net Patient Revenue	10,869	11,167	(298)	-2.7%	11,627	11,627
Other Patient Revenue	1,000	1,000	-	0.0%	1,000	1,000
Other Revenue	59	81	(22)	-27.2%	83	83
Investment Income	11	28	(17)	-60.7%	28	28
Net Operating Revenue	11,939	12,276	(337)	-2.7%	12,738	12,738
Operating Expenses						
Salaries & Wages	5,502	5,625	123	2.2%	5,255	5,255
Employee Benefits	2,311	2,333	22	0.9%	2,431	2,431
Professional Fees	706	734	28	3.8%	1,383	1,383
Supplies - Medical	1,549	1,578	29	1.8%	1,889	1,889
Supplies - Non Medical	174	157	(17)	-10.8%	191	191
Purchased Services	639	602	(37)	-6.1%	586	586
Rent / Leases	104	91	(13)	-14.3%	89	89
Utilities	143	150	7	4.7%	140	140
Other Expenses	232	166	(66)	-39.8%	105	105
Total Operating Expenses	11,360	11,436	76	0.7%	12,069	12,069
Income (Loss) From Operations	579	840	(261)	-31.1%	669	669
Depr & Amortization	(272)	(270)	2	0.7%	(268)	(268)
Interest Expense	(128)	(130)	2	1.5%	(140)	(140)
Tax Revenue	714	754	(40)	-5.3%	734	734
Contributions	500	500	-	0.0%	-	-
Chapter 9 Non Operating Expense	(5)	(5)	-	0.0%	(30)	(30)
Income From Other Sources	809	849	(36)	-4.2%	296	296
INCOME PROFIT / (LOSS)	1,388	1,689	(297)	-17.6%	965	965
Profitability Ratios:						
Operating Margin %	4.8%	6.8%			5.3%	5.3%
Profit Margin %	11.6%	6.9%			2.3%	2.3%

**WEST CONTRA COSTA HEALTHCARE DISTRICT
DOCTORS MEDICAL CENTER**

INCOME STATEMENT

January 31, 2009

(Amounts in Thousands)

	CURRENT PERIOD			PRIOR YEAR		
	ACTUAL	BUDGET	VAR	VAR %	ACTUAL	ACTUAL
SWB / APD	1,871	1,847	(24)	-1.3%	1,841	1,841
SWB / Total Operating Expenses	68.8%	69.6%			63.7%	63.7%
Total Operating Expenses / APD	2,721	2,655	(66)	-2.5%	2,891	2,891
I/P Gross Charges	42,970	43,924	(954)	-2.2%	44,136	44,136
O/P Gross Charges	18,915	19,194	(279)	-1.5%	17,610	17,610
Total Gross Charges	61,885	63,118	(1,233)	-2.0%	61,746	61,746
Payor Mix (IP and OP)						
Medicare %	36%	42%	-6%		41%	41%
Medi-Cal %	18%	14%	4%		14%	14%
Managed Care HMO / PPO %	14%	15%	-1%		15%	15%
Medicare HMO %	11%	9%	2%		10%	10%
Medi-Cal HMO %	6%	5%	1%		6%	6%
Commercial %	0%	0%	0%		0%	0%
Worker's Comp %	2%	2%	0%		2%	2%
Other Government %	4%	4%	0%		6%	6%
Self Pay /Charity %	9%	8%	1%		6%	6%
STATISTICS						
Admissions	574	603	(29)	-4.8%	591	591
Discharges	580	603	(23)	-3.8%	549	549
Patient Days	2,899	2,998	(99)	-3.3%	2,984	2,984
Average Daily Census (ADC)	93.5	96.7	(3)	-3.3%	96.3	96.3
Average Length of Stay (LOS)	5.00	4.97	0	0.5%	5.44	5.44
Days in Month	31	31			31	31
Adjusted Discharges (AD)	835	867	(31)	-3.6%	768	768
Adjusted Patient Days (APD)	4,175	4,308	(133)	-3.1%	4,175	4,175
Adjusted ADC (AADC)	135	139	(4)	-3.1%	135	135
Inpatient Surgeries	88	113	(25)	-22.1%	113	113
Outpatient Surgeries	103	100	3	3.0%	100	100
Total Surgeries	191	213	(22)	-10.3%	213	213
ED Outpatient Visits	3,454	3,598	(144)	-4.0%	3,598	3,598
Ancillary Outpatient Visits	2,964	2,745	219	8.0%	2,745	2,745
Outpatient Surgeries	103	100	3	3.0%	100	100

WEST CONTRA COSTA HEALTHCARE DISTRICT

DOCTORS MEDICAL CENTER

INCOME STATEMENT

January 31, 2009

(Amounts in Thousands)

	CURRENT PERIOD			PRIOR YEAR		
	ACTUAL	BUDGET	VAR	VAR %	ACTUAL	ACTUAL
	<u>6,521</u>	<u>6,443</u>	<u>78</u>	<u>1.2%</u>		<u>6,443</u>
Total Outpatient Visits						
Emergency Room Admits	499	488	11	2.3%	488	488
% of Total E/R Visits	14.4%	13.6%			13.6%	13.6%
% of Acute Admissions	86.9%	80.9%			82.6%	82.6%
Worked FTE	575	575	-	0.0%	578	578
Paid FTE	702	658	44	6.7%	678	678
Worked FTE / AADC	4.27	4.14	0	3.2%	4.29	4.29
Paid FTE / AADC	5.21	4.73	0	10.1%	5.03	5.03
Net Patient Revenue / APD	2,603	2,592	11	0.4%	2,785	2,785
I/P Charges / Patient Days	14,822	14,651	171	1.2%	14,791	14,791
O/P Charges / Visit	2,901	2,979	(78)	-2.6%	2,733	2,733

WEST CONTRA COSTA HEALTHCARE DISTRICT
DOCTORS MEDICAL CENTER
BALANCE SHEET
January 31, 2009
(Amounts in \$1,000)

	Current Month	Dec. 31, 2008		Current Month	Dec. 31, 2008
ASSETS			LIABILITIES		
Cash	2,205	7,246	Current Portion of LT Debt	3,549	3,526
Assets With Limited Use	10,698	11,008	Accounts Payable	9,139	8,657
Net Patient Accounts Receivable	9,883	8,533	Accrued Payroll	2,395	1,174
Inventory	1,886	1,886	Accrued Vacation	2,399	2,384
Prepaid Expenses	11,493	6,209	Other Payroll Liabilities	1,837	2,221
Intangible Assets	624	627	Other Current Liabilities	1,130	1,847
TOTAL CURRENT ASSETS	36,789	35,509	Total Current Liabilities	20,449	19,809
Property Plant & Equipment			Other Liabilities		
Land	12,090	12,090	Other Deferred Liabilities	12,395	12,813
Bldg/Leasehold Improvements	33,304	33,304	Chapter 9 Bankruptcy	8,429	8,429
Capital Leases	10,709	10,926	Long Term Debt		
Equipment	30,737	30,650	Notes Payable - Secured	27,304	27,951
CIP	1,038	712	Capital Leases	37	42
Total Property, Plant & Equipment	87,878	87,682	Less Current Portion LTD	-3,549	-3,526
Accumulated Depreciation	-44,669	-44,295	Total Long Term Debt	23,792	24,467
Net Property, Plant & Equipment	43,209	43,387	Total Liabilities	65,065	65,518
			EQUITY		
			Retained Earnings	13,545	-167
			Year to Date Profit / (Loss)	1,388	13,545
			Total Equity	14,933	13,378
Total Assets	79,998	78,896	Total Liabilities & Equity	79,998	78,896
Current Ratio (CA/CL)	1.80	1.79			

Doctors Medical Center – San Pablo
Finance Report
January 2009

Financial Performance: (Amounts in \$1,000)

	January 2009	January 2009 Budget	Year to Date Actual	Year to date Budget
Net Operating Revenue	11,939	12,276	11,939	12,276
Total Operating Expenses	11,360	11,436	11,360	11,436
Income From Operations	579	840	579	840
Net Income / (Loss)	1,388	1,689	1,388	1,689

Statistics:

	January 2009	January 2009 Budget	Year to Date Actual	Year to Date Budget
Admissions	574	603	574	603
Average Daily Census	94	97	94	97
Average Length of Stay	5.00	4.97	5.00	4.97
ED Visits	3,454	3,598	3,454	3,598
IP Surgeries	88	113	88	113
OP Surgeries	103	100	103	100
Paid FTE's	702	658	702	658
Productive FTE's	575	575	575	575

The census in January was 3.3% under budget with discharges under budget by 3.8%. The Income from Operations of \$579,000 was less than the budgeted income of \$840,000. Net operating income produced a positive net income of \$1,388,000 in January versus a budgeted net income of \$1,689,000.

Below is a detailed breakout of the month by revenues and expenses.

Revenue:

Collectible Patient Revenue per adjusted patient day in January was \$2,603 and is greater than the budgeted \$2,592. The inpatient volume and outpatient volume accounted for the total decrease in net patient revenue of \$298,000. We saw a shift in payor mix in January with Medi-Cal volume and self pay volume increasing as a percentage of our total volume. The increase in self pay volume will have an effect in future months if it continues.

The admission volume was under budget from the expected 603 admits to 574 in January. Discharges were also under budget by 23 in the month of January. The average daily census was 3.2 patients lower than expected as the average census was 93.5. The budgeted ALOS for the month was 4.97 and actual was 5.00.

Inpatient and outpatient surgical volume was under budget 10.3% with all the variance in inpatient surgeries. Emergency Room visits were 4.0% under budget in January. Emergency room admissions accounted for 86.9% of our total admissions.

Expenses:

Salaries and wages were under budget in January by 2.2% while average daily census was under budget by 3.3%. The paid FTE's were over budget with 702 paid FTE's in January (including 25.9 contract FTE's). Productive FTE's were on budget as we had 575 productive FTE's in January. Productive FTE's per AOB (Adjusted Occupied Bed) were over budget in January with 4.27 FTE's per AOB compared to the budgeted 4.14 FTE's per AOB. Employee benefits were under budget in January.

The non-medical supplies were over budget in January but appears to be a timing issue. Purchased services was over budget due to repairs to the facility and rentals were over budget due to an increase in rental equipment needed for patient care.

Balance Sheet

	January 2009	December 2008
Total Cash & Cash Equivalents	\$12,903,000	\$18,254,000
Net Accounts Receivable	\$9,883,000	\$8,533,000
Accounts Payable	\$9,139,000	\$8,657,000

Day's cash on hand was 23 days at the end of January, compared to the 33 days at the end of December. The reduction cash is directly related to our not receiving the funds from the State of California. Doctors Medical Center sent \$4,000,000 to the State for the final 2008 installment of the inter-governmental transfer and the funds were not received in January.

Doctors Medical Center

January 2009

West Contra Costa Healthcare
District Board & Doctors Medical
Center Management Authority, JPA

February 25, 2009

Doctors Medical Center

Financial Statement

January 2009

(Amounts in \$1,000)

Budgeted Net Income	1,689
----------------------------	--------------

Variances From Budget

Net Patient Revenue	-337
Salaries & Wages	123
Supplies	-17
Purchased Services	-37
Rentals	-13
Other	<u>-20</u>

Net Income December	1,388
----------------------------	--------------

DOCTORS MEDICAL CENTER MANAGEMENT AUTHORITY, JPA

RESOLUTION #2009-01
AUTHORIZATION OF SIGNATORIES

Whereas, the Doctors Medical Center Management Authority, JPA (hereinafter “the JPA”) has to execute documents and enter into agreements from time to time, during the normal course of business; and

Whereas, it is cumbersome to notice and call a board meeting for the sole purpose of getting the Governing Board to authorize the signing of a document whose intent and purpose may already have been approved,

Now, Therefore, be it resolved that the following persons be and are hereby authorized to execute documents and other instruments necessary for the usual conduct of business including but not limited to opening bank accounts, signing leases, approving loan documents and operating such bank accounts, including signatory authority for checks and wire transfers as authorized by the Governing Board and included in the normal course of their duties, and whose names and signatures are affixed below:

Deborah Campbell, Chair, WCCHD Board of Directors _____
Beverly Wallace, Treasurer, WCCHD Board of Directors _____
Joseph A. Stewart, Chief Executive Officer _____
James Boatman, Acting Chief Financial Officer _____
David Ziolkowski, Chief Operations Officer _____
Rudy Angeles, Controller _____

Passed and Adopted on this 25th day of February 2009, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Supervisor John Gioia, Chair of the Governing Board
Doctors Medical Center Management Authority

Deborah Campbell, Chairman
West Contra Costa Healthcare Authority
District Board of Directors

I, the undersigned, ERIC ZELL, the ASSISTANT SECRETARY
 Of CONTRA COSTA HEALTHCARE DISTRICT
dba DOCTOR'S MEDICAL CENTER a Public Entity, ("Public Entity")
 located at 2000 VALE ROAD, SAN PABLO, CA 94806

DO HEREBY CERTIFY that the Board of Trustees of the Public Entity, (or such other governing body as is authorized to designate depositories and to transact, or delegate the authority to transact, the financial business of the Public Entity) at a meeting duly called and held on the 25th day of Feb. '09, a quorum being present and acting throughout, unanimously adopted and recorded the following resolution, in accord with and pursuant to the charter and the organizational documents of the Public Entity, and such resolution is now in full force and effect:

RESOLVED, that

1. Citibank (hereinafter referred to as 'Bank') be and is hereby designated as a provider of banking services to this Public Entity;
2. The following persons (Indicate below the full names, or the titles, of the signatories. If two or more are designated, then clearly indicate in what manner they are to sign, whether singly or jointly)

JOSEPH STEWART, PRESIDENT AND CHIEF EXECUTIVE OFFICER
JAMES BOATMAN, ACTING CHIEF FINANCIAL OFFICER
BEVERLY WALLACE, TREASURER

 are authorized:
 - a. To open deposit accounts at Bank;
 - b. To apply to Bank for credit, to borrow money, with or without security, and to access overdraft lines of credit;
 - c. To contract for any services offered by Bank, including (without limitation) electronic account access and management services;
 - d. To submit for deposit and/or collection for the account of this Public Entity all checks, drafts, notes or other instruments for the payment of money; and the bank is authorized to accept such instruments, whether or not endorsed by this Public Entity, without inquiry as to the circumstances of the endorsement or lack thereof, it being understood that each such instrument shall be deemed to be unqualifiedly endorsed by this Public Entity;
 - e. To make deposits of currency for the account of this Public Entity;
 - f. To sign checks, drafts or other orders with respect to any funds to the credit of this Public Entity, including checks, drafts or orders in favor of any individual designated above, and to issue stop payment instructions with reference to any of the above;
 - g. To make withdrawals or transfers of funds from accounts in the name of this Public Entity, and to transfer funds between such accounts, by any means authorized by Bank, including (without limitation) use of a negotiable instrument, withdrawal ticket, a debit card, a credit card, a terminal or other electronic or telephone device, including such as may cause overdrafts.
 - h. To conduct any and all other lawful business with Bank. Should any check drawn by this Public Entity result in an overdraft, interest may be charged each day on the amount of the overdraft at the maximum rate permitted by law.
3. (Applicable to Public Entities designating joint signing authority)

The Public Entity acknowledges that the above joint signatory designation is a statement of its own internal policy and not a service offered by Bank. Further, the Public Entity has been offered Bank's CitiBusiness® Online service that can provide the Public Entity with a systemic method of controlling the signature limitation.

The Public Entity agrees that Bank assumes no responsibility for the payment of a check, draft, or other item drawn on any Public Entity account or for any withdrawal from any account which is honored and bears only a single authorized signature of one of the individuals designated above.
4. The designated authorized person(s) in this Resolution are individually empowered to delegate to other persons the authority to perform transactions with respect to the accounts of this Public Entity and to change and revoke such delegations from time to time; the bank is entitled to rely upon such delegations of authority and to accept instructions from such other persons as being fully authorized by this Public Entity.
5. The Bank is hereby authorized to accept for deposit, for credit, for discount, for collection, or otherwise, any and all instruments deposited by or on behalf of the Public Entity, whether or not endorsed by any person or by stamp or other impression in the name of the Public Entity, without inquiry as to the circumstances of the endorsement or lack of endorsement or the disposition of the proceeds.
6. The Bank is authorized to pay any check, draft or other instrument for the payment of money drawn on any account of this Public Entity which bears or appears to bear the facsimile signatures provided below or such other facsimile signature later certified by an authorized representative of the Public Entity to be authorized, if the facsimile signature, regardless of how or by whom affixed, resembles a specimen facsimile signature provided to and filed with Bank.

7. The Public Entity agrees to be bound by all of the rules, regulations, charges and fees of Bank contained in the CitiBusiness Client Manual and Schedule of Fees and Charges and any other account agreements it receives, and any modification(s) or amendment (s) of same, with the same effect as if each and every term thereof were set forth in full herein.
8. The Public Entity agrees that by opening any deposit account, Business Credit Account or Business Checking Plus Account with Bank or accepting any of the services connected with such accounts, either Bank or the Public Entity may elect to require any dispute between us concerning the aforementioned accounts or any other Bank deposit account, Business Credit Account, or Business Checking Plus Account be resolved by binding arbitration. In the event of any litigation in which the Bank and the Public Entity are adverse parties, the right to a trial by jury and to interpose any defense based upon any Statute of Limitations or any claims of laches, and any offset or counterclaim of any nature or description, is hereby waived by the Public Entity. The Public Entity agrees that if an attorney is used by the Bank to enforce, declare or adjudicate any of the provisions herein or any of the rights herein granted to the Bank or to obtain payment of any obligations owed to the Bank, reasonable attorney's fees shall be payable by the Public Entity. The Bank shall not, by any act, delay, omission or otherwise, be deemed to have waived any of its rights or remedies hereunder unless such waiver be in writing, signed by the Bank, and then only to the extent therein set forth.
9. Any notice to the Bank shall be deemed effective only if sent to and received at the branch, division or department of the Bank designated as the location for receipt of such notice conducting the transaction or transactions affected. Any notice to the Public Entity shall be deemed sufficient if sent to the last known address of this Public Entity appearing on the records of the Bank.
10. The Public Entity ratifies and confirms any and all transactions with Citibank prior to the date of this Resolution.
11. The authority granted herein shall remain in full force and effect until revoked or modified by a properly executed new Resolution adopted by the Board of Trustees (or such other governing body as is authorized to designate depositories and to transact, or delegate the authority to transact, the business of the Public Entity) delivered to the Bank at the location wherein the account(s) of the Public Entity is then maintained and the Bank has a reasonable opportunity to act on it. Any such notice shall not affect the validity of any transaction in process at the time the notice is received.
12. The Public Entity certifies that the provisions in this Resolution are in conformity with the statutes applicable to, or organizational documents of the Public Entity. Any provision hereof which may prove unenforceable under any law shall not affect the validity of any other provision hereof.

I FURTHER CERTIFY that the signatures and/or facsimile signatures appearing below and on the bank's signature card are those of the authorized signers designated above and that each said individual is legally empowered, in accordance with the charter and organizational documents of the Public Entity, to exercise the authority provided for in this Resolution.

Name (Print)	Titles of Positions/Offices Held	Signature and/or Specimen Facsimile Signature (if applicable)
JOSEPH STEWART	PRESIDENT AND CHIEF EXECUTIVE OFFICER	
JAMES BOATMAN	ACTING CHIEF FINANCIAL OFFICER	
BEVERLY WALLACE	TREASURER	

IN WITNESS WHEREOF, I have this day subscribed my name and affixed the seal of the public entity.

Signature of Person Certifying Resolution

Date

Designate Printed Name and Position/Office of Person Certifying Resolution

Date

THE MECHANICS BANK
PUBLIC ENTITY AUTHORIZATION

I certify that I am treasurer of WEST CONTRA COSTA, a public entity (the "Organization").
HEALTHCARE DISTRICT

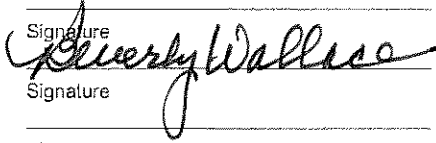
AUTHORITY TO SIGN AND ACT FOR THE ORGANIZATION

I further certify that the persons now or subsequently holding the positions named below are individually authorized in the name of and on behalf of the Organization to:

- * Establish any banking accounts and services.
- * Sign or change in writing, any agreement with the Bank regarding the Organization's banking deposit relationship, including the use of automated teller services.
- * Specify in writing to the Bank the individuals who are authorized, in the name of and on behalf of the Organization to:
 - * Withdraw funds from any of the Organization's banking accounts on the Organization's checks or orders, subject to any multiple signature requirements.
 - * Individually use an automated teller card to access any of the Organization's deposit accounts, regardless of any multiple signature requirements otherwise applicable to the accounts.
 - * Endorse and deliver to the Bank, for any purpose, and in any amount, negotiable or non-negotiable commercial paper of any kind owned by, or held by, or payable to the Organization.
 - * Send, review, and/or authorize wire and electronic transfers of funds from the Organization's accounts. Such authority may be exercised by such authorized individuals acting alone, regardless of any multiple signature requirements otherwise applicable to the accounts.
 - * Otherwise access the Organization's deposit accounts.

This authority may be exercised at such time and on such terms as the Organization's designated representatives believe proper. This authority will remain in effect until the Bank receives written notice of revocation at the Office where the Organization's banking relationship is maintained.

I further certify that the following are true and correct specimen signatures of the Organization's designated representatives, who hold the titles stated below (please cross out any signature lines which are left blank):

Representative's Typed Name	Signature	Title
Representative's Typed Name	Signature	Title
<u>BEVERLY WALLACE</u>		<u>TREASURER</u>
Representative's Typed Name	Signature	Title
Representative's Typed Name	Signature	Title

WITNESSED

Treasurer's Name	Treasurer's Signature	Date
------------------	-----------------------	------

When the Treasurer is designated as the Organization's sole representative, this resolution should also be signed by a second officer.

Name and Title	Signature	Date
----------------	-----------	------

**DOCTORS MEDICAL CENTER
MANAGEMENT AUTHORITY
BOARDS OF DIRECTORS
AGENDA ITEM REQUEST / RECOMMENDATION
DOCUMENTATION FORM**

TO: MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

FROM: James Boatman, Acting Chief Financial Officer
By: Carla Knight RN, Director of Perioperative Services/GI & Cath Lab

DATE: February 25, 2009

SUBJECT: Conmed Endosurgery – Laparoscopic Equipment Replacement

REQUEST / RECOMMENDATION(S): Approve and authorize the Chief Financial Officer, to execute on behalf of Doctors Medical Center, an agreement with CONMED ENDOSURGERY to replace our current laparoscopic equipment, and acquire three (3) electrocautery units, including smoke evacuators, and two (2) sets of power instruments and attachments.

FISCAL IMPACT: \$407,360

This purchase is funded through the capital budget and the three items were budgeted for \$397,360. The cost of this project, in actual spend is \$407,360, with the additional \$10,000 being pulled from available department capital. This will be paid for with a \$200,000 down payment and a per case fee of \$216.00/case, for 960 laparoscopic cases. The projection for pay off, based on current volume, would be almost 3.5 years, at which time we would own all equipment. That time would decrease if our laparoscopic volume should increase. This quote was compared to a competitive quote from Stryker, which actually came to \$354,280, with the option to lease the equipment on a per case basis, for 44 months, at the end of which we would either sign a new lease or purchase the equipment for a fee to be determined based on Useful Life Test. The Stryker quote was only for laparoscopic equipment and power, to which we would need to add the electrocautery units at a purchase price of around \$30,000 and cameras and scopes at a price of around \$30,000, bringing that total quote to \$414,280.

STRATEGIC IMPACT: The video equipment will allow surgeons to have greater visibility during laparoscopic procedures, thereby decreasing potential blood loss and operating time, which in turn could result in better patient outcomes and decreased length of stay. This new equipment has the potential to bring in new surgeons and new business, thereby increasing volumes.

REQUEST / RECOMMENDATION REASON, BACKGROUND AND JUSTIFICATION: Recommend the purchase of new updated laparoscopic equipment, electrocautery units, and power equipment that will allow surgeons and staff to provide a higher standard of care to the surgical patient, and thereby providing them a higher level of protection during their procedures. The current equipment is outdated, difficult to use, requires constant repairs, and provides a substandard level of care. The lap towers currently in use are fifteen-years-old, using s-video, and older model CRT monitors. Visibility is a large factor, in that the picture is dark, making it difficult to see organs and blood vessels. The new monitors are HD monitors, with a clarity that is incomparable. When the surgeons were polled, it was determined that our top three departmental needs were laparoscopic towers, electrocautery units, and power equipment. This will allow us to purchase all three of those items in a little over three years. The electrocautery units currently in use are over ten years old and do not have smoke evacuators, which has become a standard across the nation. The power equipment currently in use is worn, heavy and dated, compared to the new lightweight equipment being proposed.

Presentation Attachments: Yes ___ No X ___

**AGENDA ITEM REQUEST / RECOMMENDATION
DOCUMENTATION FORM**

Page 2

Conmed Endosurgery – Laparoscopic Equipment Replacement

Requesting Signature: James Bostina Date: 2/19/09

SIGNATURE(S):

Action of Board on ___ / ___ / ___ Approved as Recommended _____ Other _____

Vote of Board Members:

___ Unanimous (Absent ___)
Ayes: ___ Noes: ___
Absent: ___ Abstain: ___

I HEREBY ATTEST THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON THE MINUTES OF THE BOARD ON THE DATE SHOWN.
--

Contact Person:

Attested by: _____
Eric Zell, JPA Board Secretary

Cc:
Accounts Payable
Contractor
CFO/Controller
Requestor

Date: 2/19/09

SIGNATURE(S):

Action of Board on ___ / ___ / ___ Approved as Recommended _____ Other _____

Vote of Board Members:

_____ Unanimous (Absent _____)

Ayes: _____ Noes: _____

Absent: _____ Abstain: _____

I HEREBY CERTIFY THAT THIS IS A
TRUE AND CORRECT COPY OF AN
ACTION TAKEN AND ENTERED ON
THE MINUTES OF THE BOARD ON THE
DATE SHOWN.

Contact Person: D. Ziolkowski
C. Towarnick

Attested _____
Eric Zell, Management Authority Board Secretary

Cc:
Accounts Payable
Contractor
Interim CFO/Controller
Requestor

DOCTORS MEDICAL CENTER MEMORANDUM

TO: MANAGEMENT AUTHORITY
FROM: JOSEPH STEWART, PRESIDENT AND CEO
SUBJECT: CANCER CENTER UPDATE
DATE: 2/19/2009

In November 2008, the consulting firm of Capital Healthcare Planning (CHP) concluded its market demand study for cancer services at Doctor's Medical Center (DMC). The market study identified DMC's strategic options and feasibility of those options for our Cancer Center based on a comprehensive market analysis. CHP evaluated the three options of a) doing nothing, b) replacing our existing linear accelerator, and c) expanding our service by adding an additional linear accelerator and treatment capability to our Cancer Center.

Based on existing patient demographics and competitive environment, CHP concluded **"the incremental volume and market share increase required to achieve a 5-year return are unlikely under the EXPAND scenario and would be difficult at best under a REPLACE scenario"**. The option of doing nothing would result in erosion of business and put DMC's Cancer Center at a significant competitive disadvantage.

Additionally, the national fiscal crisis and severe lack of available credit to businesses have made financing the Cancer Center expansion extraordinarily difficult, if not impossible, in the near term. The effect of the projected opening (Summer 2009) of Kaiser's Oakland Cancer Center represents further uncertainty for DMC's Cancer Center in that it is unclear how Kaiser will decide to treat their patients who are treated here at DMC.

In light of the above facts, DMC management and physicians evaluated a fourth option which would repair our existing linear accelerator and add necessary clinical capabilities to our linear accelerator. The current Linear Accelerator is more than 16 years old and is in need of upgrade. The repair will replace the major critical components of the existing Linear Accelerator (wave guide and bend magnet). The replacement will extend the life of the current Linear Accelerator for 1-3 years. This replacement should make the accelerator more reliable and reduce the interruptions and down-time experienced in the past. The upgrade will add Intensity-Modulated Radiation Therapy (IMRT), which is an advanced type of high-precision radiation that is the next generation of our existing Radiotherapy. IMRT also improves the ability to conform the treatment volume to concave tumor shapes ultimately improve the quality of care we provide.

The repairs and upgrade will require 3 weeks of downtime for our linear accelerator and cost \$568,260. The upgrade allows DMC's Cancer Center to provide a higher quality of care and maintain competitiveness in our market. Roughly 25% of our existing cancer patients will immediately receive IMRT treatment, which also generates additional revenue (\$137 v. \$411 per treatment). The payback on the repairs and upgrade will be less than 12 months, with the payback on the incremental investment in the linear accelerator upgrade less than 6 months.

**DOCTORS MEDICAL CENTER
MANAGEMENT AUTHORITY
AGENDA ITEM REQUEST / RECOMMENDATION
DOCUMENTATION FORM**

TO: DOCTORS MEDICAL CENTER MANAGEMENT AUTHORITY

FROM: Joseph A. Stewart, Chief Executive Officer
By: Mary Jo Sullivan, Chief Nursing Officer

DATE: February 25, 2009

SUBJECT: AkinDele Kolade, M.D. – Contract for Psychiatric Services

REQUEST / RECOMMENDATION(S): President and Chief Executive Officer requests approval to initiate a contract for psychiatric evaluation services with Psychiatrist, AkinDele Kolade, M.D. With no behavioral services offered at Doctors Medical Center, physicians must evaluate....

FISCAL IMPACT: \$250.00 per hour for time spent performing psychiatric services. Yearly compensation shall not exceed \$20,000 without prior agreement between Doctors Medical Center and physician.

REQUEST / RECOMMENDATION REASON, BACKGROUND AND JUSTIFICATION:

Psychiatric evaluation services will allow for decreased length of stay as patients will be evaluated quickly and transferred for appropriate services not offered at Doctors Medical Center.

Presentation Attachments: Yes ___ No x ___

Requesting Signature: Mary Jo Sullivan Date: 02 / 19 / 09

SIGNATURE(S):

Action of Board on ___ / ___ / ___ Approved as Recommended ___ Other ___

Vote of Board Members:

___ Unanimous (Absent ___)
Ayes: ___ Noes: ___
Absent: ___ Abstain: ___

I HEREBY ATTEST THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON THE MINUTES OF THE BOARD ON THE DATE SHOWN.
--

Contact Person: J. Stewart

Attested by: _____
Eric Zell, JPA Board Secretary

Cc:
Accounts Payable
Contractor
CFO/Controller
Requestor

**DOCTORS MEDICAL CENTER MANAGEMENT AUTHORITY
AGENDA ITEM REQUEST / RECOMMENDATION
DOCUMENTATION FORM**

TO: DOCTORS MEDICAL CENTER MANAGEMENT AUTHORITY

FROM: James Boatman, Acting Chief Financial Officer

DATE: February 25, 2009

SUBJECT: Payment for Specialty Dermatological/Plastic Surgery Care- Ronald Sato, M.D.

REQUEST / RECOMMENDATION(S): This is a request to provide a one-time reimbursement to Ronald Sato, MD for the provision of specialty dermatological/ plastic surgery care.

FISCAL IMPACT: \$15,189.00

REQUEST / RECOMMENDATION REASON, BACKGROUND AND JUSTIFICATION

Medicare and the California Department of Health Services have instituted a rigorous program for attention to, and proactive treatment of skin breakdown in institutional settings such as hospitals and nursing homes. Furthermore, sanctions and penalties have been put in place for institutions that fail to meet the applicable requirements. This diagnostic set of patients often present in the Emergency Department and require acute hospitalization and treatment, and often have no source of payment. They must be admitted and assigned to an appropriate specialty. Dr. Sato has provided almost all of the care related to these patients. He is the former Medical Director of the Burn Unit and has provided surgical specialty care for many serious skin and reconstruction issues. This request is to reimburse Dr. Sato for the care of these uninsured patients for the past several months. Administration will return to the Board with a long range program to address this compliance issue in the next 60 days.

Presentation Attachments: Yes ☐ No ☐

Requesting Signature: James Boatman Date: 2/19/09

SIGNATURE(S):

Action of Board on ___/___/___ Approved as Recommended ☐ Other ☐

Vote of Board Members:

___ Unanimous (Absent ___)

Ayes: ___ Noes: ___

Absent: ___ Abstain: ___

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON THE MINUTES OF THE BOARD ON THE DATE SHOWN.

Contact Person: J. Boatman

Attested _____
Eric Zell, Management Authority Board Secretary

Cc:

Accounts Payable

Contractor

Acting CFO/Controller

Requestor